MINUTES
MARSHALL COMMUNITY AND TECHNICAL COLLEGE
CLASSIFIED STAFF
October 13, 2009

ATTENDEES PRESENT:  Stacy Arthur, Lisa Beckett, Teresa Blankenship, Gina Broce, Mary Beth Dickerson, Barbara Holland, Nikki Kopsolias, Nick Napier, Lisa Penix, Dee Preston, Natasha Robinson, Sherri Sowards, Nicole Wilson, and Pat Young

GUEST: Stephanie Neal, Director of Employment Development

Meeting was called to order by Lisa Penix, Vice-President Classified Staff.

Employee Development Update:

Stephanie Neal, Director of Employment Development discussed staff leave balances. Employee Development is reviewing an on-line system. This system has been approved and will be up and running by January 10, 2010. Staff will be able to check leave requests, sick and annual leave balances on-line.

The WV Legislature has appointed a committee to complete studies on Higher Education Personnel.

Election and Website:

Nick Napier discussed MCTC website. The website has not been updated to date. The classified staff election has been posted but only voting members can nominate and vote. Voting must be completed by Friday, October 16, 2009.

ACCE Update:

Natasha Robinson announced the next ACCE meeting is scheduled for October 22, 2009.

Dr. Cotroneo:

Dr. Cotroneo announced that MCTC and the WV Department of Developmental Education will host the WV Community College Association Conference at Pullman Plaza Hotel beginning Wednesday, October 14-16, 2009.

The new MCTC site location and name change is still being discussed. The Board of Governors will meet on Friday, October 16, 2009 at the Cooking and Culinary Institute. A quest meeting to help generate a name for our college will be scheduled for faculty in the near future. Bulldog Creative Services has done some mock-up versions of a new name which were not that impressive.
Dr. Cotroneo discussed his trip to China this past September. Dr. Randall Jones and Dr. Cotroneo visited China in order to set up a joint program between Shanghai Zhenhua Foreign Trade Professional School in Shanghai, China and MCTC promoting China and US educational exchange.

Dr. Cotroneo reported MCTC enrollment is up by 200-400 students.

Legislature mandates that we have until July 2011 to secure a site for our college. Dr. Cotroneo stated that he believes it would take another year in order to get MCTC stabilized and transitioned.

The advisory committee asked Dr. Cotroneo if MCTC could purchase the BERT system. Staff council felt that if we could not purchase BERT then faculty would need to get more hands on training in banner. Dr. Cotroneo will discuss with Terri Tomlin-Byrd about banner training sessions.

**Other:**

The MCTC staff asked Dr. Cotroneo if tuition waivers were available through Marshall University. Dr. Cotroneo will check and see if it is state money that is allocated for the waivers. He suggested working out an agreement with Marshall in order for staff to be eligible for tuition waivers.

Minutes were approved with minor corrections.

Meeting adjourned at 10:00 a.m.

Respectfully submitted: Lisa Beckett

Lisa Beckett, Secretary